

	Operational General Order	11.02 First Responder Notifications	PAGE 1 OF 2
	SUBJECT		EFFECTIVE DATE
	<b>Virginia Beach Police Department General Order</b> <b>Chapter 11 - Patrol Operations</b>		<b>03/01/2016</b>
			ORIGINATOR/REVIEW
DISTRIBUTION		Uniform Division	
ALL		CALEA: 11.3.3, 41.2.4	
BY THE AUTHORITY OF THE CHIEF OF POLICE:			<i>James A. Coonan</i>

## Purpose

To identify critical, hazardous or emergency situations and to establish procedures through which first responders make notifications to supervisory personnel or other agencies.

## Policy

It is the policy of the Virginia Beach Police Department that first responders make timely notification to supervisory personnel, and other agencies as appropriate, concerning any situation deemed to be a significant or critical event, or which poses a hazardous risk to the health and safety of citizens or members; as well as any existing emergency condition.

## Notification of Supervisory Personnel (CALEA 41.2.4, 11.3.3)

Members shall make immediate notification to their on-duty supervisor regarding significant and critical incidents including, but not limited to, the following types of events:

(Supervisory personnel shall respond, when possible, to any call for service of the below nature):

- Robbery
- Death Investigations
- Violent calls for service
- Active Shooter
- Armed or Barricaded gunman
- Homicide
- Rape in progress
- Vehicle pursuit
- Fatal car crash
- Significant Use of Force
- Search and rescue for project lifesaver clients
- Large scale incidents (ICS)
- Search warrant execution
- Excited delirium cases
- Any case requiring forced entry
- Damage to private property due to an officers actions
- Felony traffic stop
- Active Suicide threats
- Runaway/Missing Persons reports of children under the age of 12
- Cases requiring a SWAT, Fatal Crash Team, Bomb Squad, or other specialty unit call-out
- Cases involving death or serious injury of or by police personnel

- Cases of police involved shooting; either on or off duty
- Cases of Riot or Near Riot
- Cases in which a member, either on or off duty, is a suspect in or arrested for a crime
- Police vehicle accidents involving members of the Department
- Incidents of a serious nature that occur at school
- Incidents of a serious nature that involves a City Official
- Cases of Public Demonstration
- Any incident or development involving the Department which is likely to draw media attention
- Any Major Crime/Investigation/Arrest which has the potential to draw media attention, such as one due to the heinous nature of the crime; involves prominent public personalities or officials; results in the confiscation of significant quantities of drugs or narcotics; or drive-by shootings.

First responders shall make notification to supervisory members of any incident where there may be a question to the Departments liability or which may result in heightened community interest. Supervisory personnel shall relay such reports via the chain of command, and/or the Command Duty Officer, to the Office of the Chief of Police.

#### **Procedure for Emergency Notification of Other Agencies (CALEA 41.2.4)**

For the purposes of documenting notifications, Patrol Officers investigating incidents that require notification of other emergency, investigative, or social service agencies shall make such notification via the E911 Emergency Communications Division. When notifications are more appropriately made by telephone or some other means, the notification will be documented in the Computer Aided Dispatch System (CADS) Record, the Incident Based Report (PD-18) and /or the appropriate Incident Command System Forms. The information included in the notification when requesting the assistance of another agency should contain a brief description of the incident (i.e., structure fire; grass fire; serious accident with nature and type of injuries; malfunctioning traffic signal; downed power lines; roadway collapse; etc.) so that the requested agency has sufficient information from which to plan their response. Notifications of other agencies may include, but are not limited to, city agencies such as the Fire Department; the Department of Emergency Medical Services (EMS); Department of Social Services; Public Utilities; and the Department of Highways. Outside agencies may include the Virginia Department of Transportation (VDOT), Dominion Virginia Power and Virginia Natural Gas (VNG).